



Fire Program Analysis – Preparedness Module

Short White Paper

Date: February 01, 2005

Topic: Funding Period for Production Personnel in FPA PM

Issue: There is a need within the FPA PM system to determine the number of two-week periods that personnel involved in producing effectiveness (Weighted Acres Managed) will be funded.

Background:

The number of two-week periods that personnel are funded by initial response preparedness must be based on the initial response workload of the fire planning unit (FPU). There are three components involved in determining the initial response funding period: Preparedness Season; time for training, start-up, and close-out; and the Administrative Adjustment Period. The results of all stages are added together to determine the number of two-week periods that the FPA PM system will use for each employment category during analysis. The employment category will also be used to determine the appropriate benefits percentage for fire production staff.

This white paper does not describe the process for determining fire leadership, fire support and other program support funding.

Preparedness Season

Preparedness season length will be determined using a common, national, interagency process that lends consistency across all agencies. Preparedness season will be automatically calculated during the FPA Historic Analysis using the same historic fire occurrence dataset that is used to determine the fire scenario.

Preparedness Season describes the number of two-week periods representing the time period of the year when fire ignition occurrence is typically the highest. Preparedness season is intended to represent the time period of the year when additional workforce, beyond permanent staffing, is required to manage both initial attack and the initial response portion of Wildland Fire Use (WFU) fire events. It is not intended to include that portion of the year when damaging wildfires are rare and infrequent events. In regard to wildland fire use, the intent is to capture that period of the year when lightning ignitions are likely to occur. Preparedness season will include both initial attack and wildland fire use.

The preparedness season will be determined by analyzing a statistical distribution of historic fire occurrence. The calculation will capture the shortest period of time where 90% of historic fire occurred. This approach will ensure that only the period of high workload will be represented. All FPUs will use this approach, regardless of whether they have single or split fire seasons.

The Preparedness season will be used only to determine the annual period of staffing fire production resources and will not constrain the model to analyze fire events during a particular period of the year. Modeled fire events occurring outside of the preparedness season are assumed to be managed by permanent fire staff and non-fire staff using equipment generated by the FPA PM analysis.

Training, Start-up and Close-out

All production staff generated during this analysis will receive 2, two-week periods total to accomplish necessary training, pre-season preparation, and post-season shut-down activities.

Administrative Adjustment Period

The Administrative Adjustment Period (AAP) is determined by rules that provide additional two-week periods for administrative functions. The number of two-week periods added through AAP depends on the NWCG employment category.

The AAP applies the following additional two-week periods to the following NWCG employment categories:

Table 1. Administrative Adjustment Period

Employment Category	Sub-category	Administrative Adjustment Period (two-week)
Career		2
Career Seasonal	Supervisory	2
Career Seasonal	Non-supervisory	1
Temporary		0

Process for determining the funding period for production personnel:

1. Each geographic area (GA) provides the FPA team a standardized personnel configuration with pay structure and employment category for each wildland fire resource by Kind, Category, Type and Staffing.
2. FPA HA will determine the preparedness season by analyzing the historic fire occurrence for the Fire Planning Unit.
3. FPA PM will determine the funding period based on the employment category and the preparedness season as follows:
 - a. Career: Funded for the number of pay periods in preparedness season + 2 two-week periods for training, start-up and close-out + 2 pay periods for administrative function. Funding is not to exceed 26 pay periods per year. FPA PM will generate funding based on the initial response workload and may not fully fund a career appointment for 26 pay periods. Funding

outside of initial response preparedness will be needed to fund the remainder of the year.

b. Career Seasonal:

- i. Supervisory: Funded for the preparedness season + 2, two-week periods for training, start-up and close-out + 2, two-week periods for administrative function. Funding is required for at least 13 pay periods and is not to exceed 26 two-week periods per year.
- ii. Non-supervisory: Funded for the preparedness season. + 2, two-week periods for training, start-up and close-out + 1, two-week period for administrative function. Funding is required for at least 13, two-week periods and is not to exceed 26, two-week periods per year.

- c. Temporary: Funded for the preparedness season + 2, two-week periods for training, start-up, and close-out. Funding is required for at least 7, two-week periods. If the funding period for Temporaries is at least 13 pay periods, this position will be funded as a career seasonal.

4. FPA PM will apply the appropriate overhead percentages for position support by employment category and will provide the total cost of each position. Career and Career seasonal positions will have full benefit costs applied to them for the period of funding. Temporary positions will have a national standard percentage applied.

Table 2. Funding Period for fire production resources.

Employment Category	Preparedness Season (PS)	Training, Start-up and Close-out	Administrative Adjustment Period	Total Number of Two-Week Periods
Career	Calculated	2	2	PS+4
Career Seasonal - Supervisory	Calculated	2	2	PS+4
Career Seasonal - Non-supervisory	Calculated	2	1	PS+3
Temporary	Calculated	2	0	PS+2